

CONTRACT FILE CONTENT LIST

PURCHASE REQUEST NUMBER:

SOLICITATION NUMBER:

CONTRACT (PIIN) NUMBER:

"X" IN FILE	TAB NO.	DOCUMENTATION	"X" IN FILE	TAB NO.	DOCUMENTATION
<input type="checkbox"/>		ACQUISITION PLANNING	<input type="checkbox"/>	27	Records of Calls, Correspondence, Memorandum Regarding Clarifications/Discussions/Negotiations
<input type="checkbox"/>	1	PR/MIPR/Supply Position	<input type="checkbox"/>	28	Pre-Award Survey or Waiver
<input type="checkbox"/>	2	Technical Documents, i.e., drawings, specifications, packaging documentation, etc.	<input type="checkbox"/>	29	Certificate of Current Cost or Pricing Data
<input type="checkbox"/>	3	Acquisition Plan/Amendments/Source Selection Plan/AAP(if required)	<input type="checkbox"/>	30	Clearances/Approvals – Subcontracting Plan, EEO, etc.
<input type="checkbox"/>	4	Commercial Item Determination	<input type="checkbox"/>	31	Central Contractor Registration (CCR) Verification
<input type="checkbox"/>	5	Justification & Authority for Other Than Full & Open Competition (J&A)	<input type="checkbox"/>	32	Small Business Notification Letters
<input type="checkbox"/>	6	Small Business Coordination Record	<input type="checkbox"/>	33	Other:
<input type="checkbox"/>	7	Market Research			
<input type="checkbox"/>	8	Source List	<input type="checkbox"/>		AWARD
<input type="checkbox"/>	9	D&Fs: e.g., Domestic Non-Availability Determination (DNAD), FPI Comparability Determination	<input type="checkbox"/>	34	Price Negotiation Memorandum (PNM) w/Review & Approval Documentation
<input type="checkbox"/>	10	Other:	<input type="checkbox"/>	35	Source Selection Decision Document (SSDD)
			<input type="checkbox"/>	36	SSDD Approval by Acquisition Review Board, if required
<input type="checkbox"/>		SOLICITATION	<input type="checkbox"/>	37	Determination of Responsibility
<input type="checkbox"/>	11	Presolicitation Notice	<input type="checkbox"/>	38	Unsuccessful Offeror Letters
<input type="checkbox"/>	12	Synopsis/Waiver of Synopsis	<input type="checkbox"/>	39	Record of Funds Obligated
<input type="checkbox"/>	13	Solicitation & Amendments	<input type="checkbox"/>	40	Award Document w/Successful Bid/Proposal
<input type="checkbox"/>	14	Other:	<input type="checkbox"/>	41	Individual Contract Action Report (DD 350)
			<input type="checkbox"/>	42	Contract Announcement
<input type="checkbox"/>		ABSTRACT/BIDS/PROPOSALS	<input type="checkbox"/>	43	Other:
<input type="checkbox"/>	15	Abstract of Bids/Proposals			
<input type="checkbox"/>	16	Bids/Proposals	<input type="checkbox"/>		POST AWARD
<input type="checkbox"/>	17	No Bids/Proposals	<input type="checkbox"/>	44	Award Document (Duplicate)
<input type="checkbox"/>	18	Late Bids/Proposals	<input type="checkbox"/>	45	Contract Modifications
<input type="checkbox"/>	19	Mistake in Bids/Proposals	<input type="checkbox"/>	46	Delivery Orders
<input type="checkbox"/>	20	Other:	<input type="checkbox"/>	47	Delivery Order Modifications
			<input type="checkbox"/>	48	End Item Testing Data/Approval
<input type="checkbox"/>		BID/PROPOSAL EVALUATION	<input type="checkbox"/>	49	Correspondence
<input type="checkbox"/>	21	Cost/Pricing Data or Other Than or Cost/Pricing Data	<input type="checkbox"/>	50	Shipping Documentation (e.g., DD 250)
<input type="checkbox"/>	22	Price/Cost Analysis/Audit Report	<input type="checkbox"/>	51	Contract Administration Matters
<input type="checkbox"/>	23	Technical Evaluations and Rating Summaries	<input type="checkbox"/>	52	Close-Out Statement
<input type="checkbox"/>	24	Competitive Range Determination (CRD)	<input type="checkbox"/>	53	Other:
<input type="checkbox"/>	25	Record of CRD Approval, if required			
<input type="checkbox"/>	26	Pre-Negotiation Briefing Memorandum (PBM) w/Review & Approval Documentation			

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